



Agenda

Date Jan 21 & 22, 2009

Location Richmond Refinery
Rod & Gun Theater Room or Marina Way

Called by Richmond Refinery IIFLT

Re **2009 Safety Planning and Sharing**

Facilitator TBD

Recorder TBD

Timekeeper TBD

Attendees IIFLT: Carl, Mark, Tery, Rick, etc
LPS: Cathy, Shelli, Maryanne?
TOP: Jerome, Raylynn
Capital Projects SLT/ IIFLT, Mark,
RLT, Jay, Mike,
Field Safety Reps Tydingco, Carriere (TSPA), Drach (IIPP audit),
Biggc, BRAND, TIMEC
JMJ – Billy Present findings of the ISA Cultural Survey,

December 10, 2008

Discussion Leaders

7:00 a.m. Welcome and Safety Moment TBD

7:15 a.m. Review Meeting Goals/ Mike Baer
Ground rules

7:30 a.m. Our Safety Journey – Carl Carl Simmers
Simmers

8:00 a.m. Recognize our Safety Teams: Mark Sullivan
IIFLT, LPS, TOP, HES,
Contractor Safety, etc. How
have our roles evolved?

9:00 a.m. Identify Opportunities between and among our programs – Rick Miller. Our programs work well, but let's spend some time recognizing potential areas of weakness in our programs and how we work together. We want to know what Cap Proj IIFLT goals/ plan is how can we synergize our groups better? Capital Projects IIFLT Presentation – Let's discuss how we can leverage our resources to better support Safety Culture during projects. Communication concerns, safety standards (scaff, yo-yo) Communication Plan and standards between Safety Teams: Discuss

9:30 a.m. Activity 1: Our Safety Journey – Successes and Failures? Carrie
What do you think have been our successes and failures of 2008?

10:00 a.m. All of our Safety Pyramids, Mike Baer
Process Safety needs
(personal Safety, process safety, etc)

10:30 a.m. Changes in the TOP Process, TBD
Union perspective around safety, other
LPS Tools Usage, Trends, Cathy?
Tracking, improvement, and stewardship, team members in 2009

Notes from Field Safety Reps
Kyle Drach
Dan Tydingco
Russell Carriere
Peter Sarmicanic
BRAND
TIMEC
FLUOR

Activity 2: Safety differences
– How does Richmond
compare to other Refineries
in the Bay Area with our
Safety Processes and
Culture?

Please share and brainstorm
the differences that you are
aware of. Please note any
items that you “wish” we did
here.

V. Lunch – Catered by
Identify Sub Teams for:
International Safety
Week/ Loss Prevention Week

Day 2. – IIFLT only
JMJ contract Renewal
Coaching direction – who
will our rep be coaching?

Sub team, resources, Roles
and responsibilities
IIF train the trainer, refresher
training

Commitment Workshops

ISA Cultural Survey/ County
Health Services
requirements?

Complete Business Plan

Promotional Activities

Review Action Items

Closure
Covenants

DRAFT